

**MANUFACTURED HOME INSTALLATION, ADDITION, ALTERATION OR REPAIR PERMIT APPLICATION**      **Manufactured Home installed on a residential lot.**

NAME OF OWNER: \_\_\_\_\_

STREET ADDRESS FOR THE MFG. HOME: \_\_\_\_\_

LEGAL DESCRIPTION:      ZONING: \_\_\_\_\_ LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_

WHAT IS THE PROPOSED USE OF THE MFG. HOME: \_\_\_\_\_

CONTRACTOR'S NAME: \_\_\_\_\_

CONTRACTOR'S ADDRESS: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

CONTRACTOR'S LICENSE NUMBER: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

IDENTIFY AND DESCRIBE THE WORK TO BE COVERED BY THIS PERMIT:

A. INSTALLATION OF NEW MANUFACTURED HOME: \_\_\_\_\_ MFG. HOME VALUATION: \$ \_\_\_\_\_

**NOTE: (1) DOCUMENTATION CERTIFYING COMPLIANCE TO THE STANDARD FOR MOBILE HOMES, NFPA 501, ANSI 119.1, IN EFFECT AT THE TIME OF MANUFACTURE IS REQUIRED OR,**

**(2) FOUR SETS OF PLANS, ENGINEERING CALCULATIONS & SPECIFICATIONS SHALL BE FURNISHED TO THE BUILDING OFFICIAL TO CERTIFY THAT THE MANUFACTURED HOME HAS BEEN BUILT IN COMPLIANCE WITH THE 1995 CABO I&2 FAMILY DWELLING CODE. (Please refer to the attached sheet for further details.) AND,**

**(3) FOUR SETS OF PLOT PLANS WITH LEGAL DESCRIPTION, SHOWING THE LOCATION OF A MANUFACTURED HOME ON THE LOT, LOT DIMENSIONS, SET-BACK DIMENSIONS, LOCATION OF ANY EASEMENTS, STREETS, CURB-CUTS, DRIVE WAY AND OFF-STREET PARKING. (Please see attached sheet for further details)**

**(4) ALSO, FOUR SETS OF PLANS & SPECIFICATIONS FOR THE MANUFACTURED HOME FOUNDATION AND TIE-DOWN. (Please see attached sheet for further details.)**

**(5) INSPECTIONS ARE REQUIRED.**

B. ADDITIONS TO THE MANUFACTURED HOME: \_\_\_\_\_ VALUATION OF ADDITION: \$ \_\_\_\_\_

**NOTE: (1) "ADDITIONS SHALL BE DESIGNED & CONSTRUCTED TO BE STRUCTURALLY SEPARATED FROM THE MANUFACTURED HOME." (1995 CABO I&2 FAMILY DWELLING CODE, SECTION A 102.2)**

**(2) INSPECTIONS ARE REQUIRED.**

C. ALTERATIONS TO THE MANUFACTURED HOME: \_\_\_\_\_ VALUATION OF ALTERATIONS: \$ \_\_\_\_\_

**NOTE: (1) "ALTERATIONS SHALL BE DESIGNED AND CONSTRUCTED IN CONFORMANCE WITH THE 1995 CABO I&2 FAMILY DWELLING CODE.**

**(2) INSPECTIONS ARE REQUIRED.**

D. REPAIRS TO THE MANUFACTURED HOME: \_\_\_\_\_ VALUATION OF REPAIRS: \$ \_\_\_\_\_

**NOTE: (1) "REPAIRS SHALL BE DESIGNED AND CONSTRUCTED IN CONFORMANCE WITH THE 1995 CABO I&2 FAMILY DWELLING CODE.**

**(2) INSPECTIONS ARE REQUIRED.**

TOTAL VALUATION OF THIS PERMIT: ..... \$ \_\_\_\_\_

**"APPLICANT WARRANTS THE TRUTHFULNESS OF ALL INFORMATION PROVIDED IN THIS APPLICATION FOR A PERMIT AND UNDERSTANDS THAT IF ANY INFORMATION PROVIDED IS INCORRECT, THE PERMIT MAY BE REVOKED.**

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

REVIEWED BY THE BUILDING OFFICIAL: \_\_\_\_\_ DATE: \_\_\_\_\_

**INFORMATION CONCERNING THE INSTALLATION OF A MANUFACTURED HOME, AND/OR ADDITION, ALTERATION, OR REPAIR TO A MANUFACTURED HOME.**

**DEFINITION OF A MANUFACTURED HOME:** A structure transportable in one or more sections, which in the traveling mode is 8 body feet or more in width or 40 body feet or more in length or, when erected on site is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating air-conditioning and electrical systems contained therein; except that such term shall include any structure which meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the secretary (HUD) and complies with the standards established under this title. For mobile homes built prior to June 15, 1975, a label certifying compliance to the Standard for Mobile Homes. NFPA 501, ANSI 119.1, in effect at the time of manufacture is required. For the purpose of these provisions, a mobile home shall be limited in use as a single dwelling unit.

**MANUFACTURED HOME INSTALLATION.** A term referring to that construction which is required for the installation of a manufactured home, including the construction of the foundation system, required structural connections thereto and the installation of on-site water, sewer, gas, and electrical systems and connections thereto which are necessary for the normal operation of the manufactured home.

**PLANS AND SPECIFICATIONS.** Detail plans, drawn to scale, on substantial paper, giving the specifications of the manufactured home, and engineering calculations to certify that the manufactured home has been built in compliance with the 1995 CABO One and Two Family Dwelling Code.

**PLOT PLAN.** Detail plans, drawn to scale, on substantial paper, showing legal description of the property, property dimensions, set-back dimensions, location of easements, streets, curb-cut, driveway, and off-street parking.

**CLARITY OF PLANS.** All plans shall be of sufficient scale and clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to these provisions and all relevant laws, ordinances, rules and regulations. The Building Official shall determine what information is required on the plans and specifications to ensure compliance.

**ADDITION.** An extension or increase in floor area or height of a building or structure.

**ALTERATION.** Any change or modification in construction or occupancy.

**REPAIR.** The reconstruction or renewal of any part of an existing building for the purpose of its maintenance.

**REQUIRED MANUFACTURED HOME INSPECTIONS.**

1. STRUCTURAL INSPECTIONS
  - a. Foundation inspection
  - b. Anchorage inspection
  - c. Skirting inspection
2. UTILITY INSPECTIONS
  - a. Electrical service inspection
  - b. Water service inspection
  - c. Sewer service inspection
  - d. Gas service inspection
3. SPECIAL INSPECTION
  - a. Any inspection as may be required by the jurisdiction having authority.
4. FINAL INSPECTION

**ELECTRICAL SERVICE.**

A City of San Marcos licensed Master Electrician shall obtain a permit to provide electrical service to a manufactured home. Inspections and a release by the Electrical Inspector to the utility company is required.

**WATER AND SEWER SERVICE**

A State of Texas licensed Master Plumber shall obtain a permit to provide water and sewer service to a manufactured home. Inspections and a release by the Plumbing Inspector is required.

**HEATING AND AIR-CONDITIONING SERVICE**

A State of Texas licensed mechanical contractor shall obtain a permit to provide HVAC service. Inspections and a release by the Mechanical Inspector is required.